

GOVERNMENT OF TELANGANA
ABSTRACT

General Administration (General,L&C) Department – Translation Department – Smt. P. Lakshmi Koteswary, Director of Translations, Translation Department, Telangana, Hyderabad – Sanction of Surrender of Earned Leave for encashment during the Financial Year 2024-2025 – Orders – Issued.

GENERAL ADMINISTRATION (GENERAL, L&C) DEPARTMENT

G.O.Rt.No. 574

Dated: 04-04-2024
Read the Following:-

- 1. Circular.Memo.No.34005-A/870/FR.I/2012, Finance (FR.I) Department, Dt:14.12.2012.
- 2. From the Director of Translations, Translation Department, Telangana, Hyderabad, Lr.No.25- G/TS/2024, Dt:19.03.2024.

ORDER:-

In terms of the orders issued in the reference 1st read above, Smt. P. Lakshmi Koteswary, Director of Translations, Translation Department, Telangana, Hyderabad is hereby permitted to Surrender 30 days of Earned Leave for encashment with effect from the dates mentioned in column No.5 for the Financial Year 2024-2025.

Sl.No.	Name of the Individual/ Designation	No. of days last Surrendered & dates	No. of Days E.L. at credit as on 01.01.2024	No. of days now Surrendered and date w.e.f. which Surrender allowed	Balance of E.L. at credit after present Encashment
1.	2.	3.	4.	5.	6.
1.	Smt. P. Lakshmi Koteswary, Director of Translations, Translation Department, Telangana, Hyderabad	02.03.2022 to 31.03.2022 30 days	278	01.04.2024 to 30.04.2024 30 days	248

- 2. After surrender of 30 days Earned Leave she is having a balance of (248) days at her credit.
- 3. This order does not require the concurrence of Finance Department.
- 4. Necessary entries have been made in the Service Register of the Officer.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

M. RAGHUNANDHAN RAO
SECRETARY TO GOVERNMENT (POLL.)

To
Smt. P. Lakshmi Koteswary,
Director of Translations, Translation Department, Telangana, Hyderabad.
The Director of Translations, Translation Department, Telangana, Hyderabad.

Copy to:-

The Accountant General, Telangana, Hyderabad.
The Pay & Accounts Officer, Telangana, Hyderabad.
The Director of Treasuries and Accounts, Telangana, Hyderabad.
SF/SC.

//FORWARDED::BY ORDER//

SECTION OFFICER